



ASTI-FM 03-11  
REV 1/08 JUN 2022

**DOST-ASTI Bids and Awards Committee  
Invitation to Bid (Public Bidding)**

<b>IB No:</b>	<b>23-02-4259</b>	<b>Date:</b>	<b>February 27, 2023</b>
<b>PR No:</b>	<b>GAA-23-02-16111</b>	<b>Date:</b>	<b>February 10, 2023</b>
	<b>ROAMER-23-02-16039</b>		<b>February 01, 2023</b>
	<b>ALAM-23-02-16035</b>		<b>February 02, 2023</b>
<b>Source of Funds:</b>		<b>GAA &amp; GIA</b>	
<b>Total ABC:</b>		<b>Php 1,948,500.00</b>	
<b>Time, Date &amp; Venue of Pre-bid Conference:</b>		<b>March 7, 2023, 9:00 AM at Videoconferencing (MS Teams)</b>	
<b>Time and Date of Submission of Bids:</b>		<b>March 20, 2023, 9:00 AM</b>	
<b>Time, Date &amp; Venue of Opening Bids:</b>		<b>March 20, 2023, 9:30 AM at DOST-ASTI and Videoconferencing (MS Teams)</b>	
<b>Date of availability of Complete Set of Documents:</b>		<b>February 27, 2023</b>	
<b>Deadline of Potential Bidder's Clarifications:</b>		<b>March 10, 2023</b>	
<b>Deadline of ASTI's Supplemental Bid Bulletin:</b>		<b>March 13, 2023</b>	
<b>Delivery Schedule:</b>			

The *Department of Science and Technology (DOST)* - Advanced Science and Technology Institute (ASTI), through its Bids and Awards Committee (BAC), hereby invites all interested Bidders to submit their bids for the *item/s* listed below. *Section II. Instructions to Bidders (ITB) of the DOST-ASTI Bidding Documents provides information necessary for bidders to prepare responsive bids, in accordance with the requirements of DOST-ASTI. The ITB likewise provides information on*

Bidding will be conducted through open competitive bidding procedures using a *non-discretionary "pass/fail" criterion as specified in the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.*

A complete set of *DOST-ASTI Bidding Documents* may be acquired by interested Bidders on the date and address given on this document, and upon payment of the applicable fee, pursuant to the latest Guidelines issued by the Government Procurement Policy Board. Further, the *DOST-ASTI Bidding Documents* may be accessed through the *DOST-ASTI website (https://asti.dost.gov.ph/)*.

For further inquiries, you may contact the **DOST-ASTI BAC Secretariat** at telephone number **+63 2 8249-8500 / +63 2 8426-9755 local 1206/1212** or send your message to **bac-sec@asti.dost.gov.ph**.

Respectfully,

**BAYANI BENJAMIN R. LARA**  
BAC Chairperson

NO.	TECHNICAL SPECIFICATIONS	QTY	UNIT	UNIT PRICE(Php)	TOTAL PRICE(Php)
1	<p><b>Software License - Subscription - Graphic Design Software Suite</b></p> <p>1. Background / Objectives.</p> <p>1.1. Graphic design software suite for creation and production of multimedia communications materials.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are acceptable.</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity: 5 licenses.</p> <p>2.2. License type: Software subscription.</p> <p>2.3. Licensee Account Name: Advanced Science and Technology Institute.</p> <p>2.4. Licenses should be natively compatible with</p>	5	lic.	90,000	450,000.00

ASTI Bldg., U.P. Technology Park Complex, C.P. Garcia Ave., Diliman, Quezon City, Philippines 1101

• Website: [www.asti.dost.gov.ph](http://www.asti.dost.gov.ph) • E-mail: [info@asti.dost.gov.ph](mailto:info@asti.dost.gov.ph) • Tel. No.s: +632 927-2541, +632 927-3502, +632 426-9759, +632 426-9760  
• Fax No.: +632 925-8598

existing graphic design software suite account and application files (Adobe Creative Cloud (CC)).

2.4.1. License(s) will be loaded under said account.

2.4.2. Account: Advanced Science and Technology Institute.

2.4.3. Account Number: Adobe Value Incentive Plan (VIP) 35D01E9918E185A1896A.

2.4.4. Account Anniversary Date: 16 April 2023.

2.5. Should the activation date of the license(s) occur past the Account Anniversary Date due to the time it takes to execute and complete the procurement process up to issuance of Purchase Order (PO)/Notice to Proceed (NTP) then supplier is to present options to DOST-ASTI to fulfill the requirements, which may include, but not limited to, creation of a new or alternate account.

2.6. Subscription Period.

2.6.1. Subscription period per license: 12 months maximum.

2.6.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).

2.6.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).

2.7. License Management.

2.7.1. License(s) must be centrally deployed and assignable by DOST-ASTI to its personnel through an administrative account console.

2.7.2. DOST-ASTI shall provide administrative account details to the provider.

2.7.3. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.

2.8. Software suite inclusive individual applications.

2.8.1. Image editing and compositing.

2.8.1.1. Native editing, and 100% compatibility, for existing industry standard Photoshop CC .psd files.

2.8.2. Vector graphics and illustration.

2.8.2.1. Native editing, and 100% compatibility, for existing industry standard Illustrator CC .ai files.

2.8.3. Page design and layout for print and digital publishing.

2.8.3.1. Native editing, and 100% compatibility, for existing industry standard InDesign CC .indd files.

2.8.4. Audio/Video (A/V) and effects production and editing.

2.8.4.1. Native editing, and 100% compatibility, for existing industry standard Premiere Pro CC files.

2.8.5. Photo editing and content cataloguing.

2.8.6. 2D character animation.

2.8.7. Text, image, audio, and video web posting platform.

2.8.8. Design and development of responsive websites.

2.8.9. Web and UX/UI design and prototyping.

2.8.10. Portable Document Format (PDF) editing.

2.9. In-application access to stock libraries for design assets, i.e., fonts, images, graphics, videos, and 3D assets.

2.10. Team support.

	<p>2.11. Desktop and mobile device editing support.</p> <p>2.12. Cloud support.</p> <p>3. Warranty.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches must be made available during the duration of the subscription period.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within Fifteen (15) calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>4.3. Payment Terms: Prescribed government terms.</p>				
2	<p><b>Software License - Subscription - Online Meeting, Webinar, and Event Platform</b></p> <p>1. Background / Objectives.</p> <p>1.1. Online software platform for conducting online meetings, webinars, and online events.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are acceptable.</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity.</p> <p>2.1.1. Online Meetings.</p> <p>2.1.1.1. 3 licenses.</p> <p>2.1.1.2. Minimum of 100 participants per license.</p> <p>2.1.2. Webinars.</p> <p>2.1.2.1. 2 licenses.</p> <p>2.1.2.2. Minimum of 500 attendees per license.</p> <p>2.1.3. Online Events.</p> <p>2.1.3.1. 1 license.</p> <p>2.1.3.2. Minimum of 500 attendees per license.</p> <p>2.2. License type: Software subscription.</p> <p>2.3. Licensee Account Name: Advanced Science and Technology Institute.</p> <p>2.4. Licenses should be natively compatible with existing Online Meeting, Webinar, and Event Platform (Zoom).</p> <p>2.4.1. License(s) will be loaded under said account.</p> <p>2.4.2. Account: Advanced Science and Technology Institute.</p> <p>2.4.3. Account Anniversary Date: 22 April 2023.</p> <p>2.5. Should the activation date of the license(s) occur past the Account Anniversary Date due to the time it takes to execute and complete the procurement process up to issuance of Purchase Order (PO)/Notice to Proceed (NTP) then supplier is to present options to DOST-ASTI to fulfill the requirements, which may include, but not limited to, creation of a new or alternate account.</p> <p>2.6. Subscription Period.</p> <p>2.6.1. Maximum subscription period per license: 12 months.</p> <p>2.6.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).</p> <p>2.6.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal</p>	1	lot	144,000	144,000.00

amount).

## 2.7. License Management.

2.7.1. License(s) must be centrally deployed and assignable by DOST-ASTI to its personnel through an administrative account console.

2.7.2. DOST-ASTI shall provide administrative account details to the provider.

2.7.3. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.

## 2.8. Online Meeting Platform.

2.8.1. Unlimited meetings.

2.8.2. Meeting duration: 30 hours minimum.

2.8.3. Technical support: Ticket and live chat.

2.8.4. Recording: Local and 5 GB cloud (per license).

2.8.5. Telephone dial-In: Toll-based.

2.8.6. Screen sharing.

2.8.7. Breakout rooms.

2.8.8. Virtual background.

2.8.9. Personal Meeting ID.

2.8.10. Team Chat.

2.8.11. Host controls.

2.8.12. Co-Annotation on screen share.

2.8.13. Remote keyboard and mouse control.

2.8.14. Multi-share.

2.8.15. End-to-end encryption for meetings.

2.8.16. Enterprise-grade security.

2.8.17. Waiting room.

2.8.18. Pin multiple people.

2.8.19. Spotlight multiple people.

2.8.20. Filters.

2.8.21. Polling.

2.8.22. Co-host and alternate host.

2.8.23. Assign meeting scheduler.

2.8.24. REST API.

2.8.25. Streaming.

2.8.26. Reporting.

2.8.27. User management.

2.8.28. Automated Captions.

2.8.29. Whiteboards: 3.

2.8.30. Calendar Client.

## 2.9. Webinar Platform.

2.9.1. Session type: Webinar.

2.9.2. Event Attributes.

2.9.2.1.1. Duration per session: 30 hours minimum.

2.9.2.1.2. Video panelists: 100 (49 viewable on screen at one time).

2.9.2.1.3. Event registration.

2.9.2.1.4. Session branding.

2.9.3. Event Setup.

2.9.3.1. Customizable Pre and Post Event email reminders.

2.9.3.2. Customizable registration.

2.9.3.3. Ticketing: Basic.

2.9.4. Production Tools.

2.9.4.1. Practice session.

2.9.5. Audience Engagement.

2.9.5.1. Session chat.

2.9.5.2. Live polling and results.

2.9.5.3. Question and Answer.

2.9.5.4. Session surveys.

- 2.9.5.5. Live transcription.
- 2.9.5.6. Language interpreter support.
- 2.9.5.7. Cloud recordings and text transcripts.
- 2.9.6. Analytics.
  - 2.9.6.1. Performance and audience engagement reports.
- 2.9.7. Payments and Billing.
  - 2.9.7.1. Payment provider: PayPal.
- 2.9.8. Post Event Features.
  - 2.9.8.1. Recording: Cloud, Local.
  - 2.9.8.2. On-demand recording available post-event.
- 2.9.9. Other.
  - 2.9.9.1. Attendee networking: In-Webinar chat.
- 2.10. Online Event Platform.
  - 2.10.1. Session type: Webinar and meetings.
    - 2.10.1.1. Multi-day.
    - 2.10.1.2. Multi-track.
    - 2.10.1.3. Concurrent sessions.
  - 2.10.2. Event Attributes.
    - 2.10.2.1.1. Duration per session: 30 hours minimum.
    - 2.10.2.1.2. Video panelists: 100 (49 viewable on screen at one time).
    - 2.10.2.1.3. Event registration.
    - 2.10.2.1.4. Event management platform.
      - 2.10.2.1.4.1. Event information.
      - 2.10.2.1.4.2. Speaker list.
      - 2.10.2.1.4.3. Registration.
    - 2.10.2.1.5. Session branding.
    - 2.10.2.1.6. Event branding.
    - 2.10.2.1.7. Session video previews.
    - 2.10.2.1.8. Streaming sessions in event lobby.
    - 2.10.2.1.9. Event sponsors.
    - 2.10.2.1.10. Expo floor.
  - 2.10.3. Hub / Collaboration.
    - 2.10.3.1. Associated with an Event Hub (per license).
  - 2.10.4. Event Setup.
    - 2.10.4.1. Customizable Pre and Post Event email reminders.
    - 2.10.4.2. Customizable registration.
    - 2.10.4.3. Ticketing: Paid, Free.
  - 2.10.5. Production Tools.
    - 2.10.5.1. Practice session.
    - 2.10.5.2. Backstage.
    - 2.10.5.3. Simulated live event: Pre-recorded content that starts and ends automatically.
    - 2.10.5.4. Session resources: Allow audience to view and download documents during a session.
  - 2.10.6. Audience Engagement.
    - 2.10.6.1. Session chat.
    - 2.10.6.2. Lobby chat.
    - 2.10.6.3. Live polling and results.
    - 2.10.6.4. Question and Answer.
    - 2.10.6.5. Session surveys.
    - 2.10.6.6. Event surveys.
    - 2.10.6.7. Live transcription.
    - 2.10.6.8. Language interpreter support.
    - 2.10.6.9. Cloud recordings and text transcripts.
  - 2.10.7. Analytics.
    - 2.10.7.1. Performance and audience engagement reports.
    - 2.10.7.2. Detailed analytics dashboard and reporting.
  - 2.10.8. Payments and Billing.

	<p>2.10.8.1. Billing management Account Level and Hub Level.</p> <p>2.10.8.2. Payment provider: Stripe, PayPal.</p> <p>2.10.8.3. Taxation.</p> <p>2.10.9. Post Event Features.</p> <p>2.10.9.1. Recording: Cloud, Local.</p> <p>2.10.9.2. On-demand recording available post-event.</p> <p>2.10.9.3. Post event survey.</p> <p>2.10.10. Other.</p> <p>2.10.10.1. Attendee networking.</p> <p>2.10.10.1.1. Attendee profile creation.</p> <p>2.10.10.1.2. One-on-One chat.</p> <p>3. Warranty.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches must be made available during the duration of the subscription period.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within Fifteen (15) calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>4.3. Payment Terms: Prescribed government terms.</p>				
3	<p><b>Software License - Subscription - Online Meeting and Webinar Isolated Video Output Generator Application</b></p> <p>1. Background / Objectives.</p> <p>1.1. Application to generate individual or isolated video outputs of participants in an online meeting or webinar, which would allow recompositing the video feeds in a vision mixer switcher, or media server.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are acceptable.</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity: 1 license.</p> <p>2.2. License type: Software subscription.</p> <p>2.3. Licensee Account Name: Advanced Science and Technology Institute.</p> <p>2.4. Subscription Period.</p> <p>2.4.1. Subscription period per license: 12 months maximum.</p> <p>2.4.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).</p> <p>2.4.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).</p> <p>2.5. License Management.</p> <p>2.5.1. DOST-ASTI will provide administrative account details to the Provider.</p> <p>2.5.2. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.</p> <p>2.6. Software Features.</p> <p>2.6.1. Compatible with current online meeting and webinar platform (Zoom).</p>	1	lic.	48,000	48,000.00

	<p>2.6.2. Able to generate individual or isolated video outputs of participants in a Zoom online meeting or webinar.</p> <p>2.6.3. Zoom raw data access.</p> <p>2.6.4. Maximum outputs: Unlimited, dependent only on hardware hosting the application.</p> <p>2.6.5. Protocol compatibility and support.</p> <p>2.6.5.1. Network Device Interface (NDI).</p> <p>2.6.5.2. Metal Syphon.</p> <p>2.6.5.3. Physical display / DisplayLink.</p> <p>2.6.6. Output Modes.</p> <p>2.6.6.1. Participant.</p> <p>2.6.6.2. Active Speaker.</p> <p>2.6.6.3. Spotlight Index.</p> <p>2.6.6.4. Screenshare.</p> <p>2.6.7. Video loss modes.</p> <p>2.6.8. In-app video previews.</p> <p>2.6.9. Customizable output names.</p> <p>2.6.10. Participant management interface.</p> <p>2.6.11. Embedded NDI ISO audio.</p> <p>2.6.12. Save, load, merge configurations.</p> <p>2.6.13. Open Sound Control (OSC) protocol routing.</p> <p>2.6.13.1. ../outputISO OSC command.</p> <p>2.6.13.2. ../audioISO OSC command.</p> <p>2.6.14. Advanced audio interface (Dante Virtual Soundcard, Loopback, etc.).</p> <p>2.6.15. Zoom high bandwidth mode.</p> <p>2.6.16. Operating System Compatibility.</p> <p>2.6.16.1. Mac OS.</p> <p>3. Warranty.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within 15 calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Bid price shall be inclusive of taxes, delivery charges, and all other related fees.</p> <p>Payment Terms: Prescribed government terms.</p>				
4	<p><b>Software License - Subscription - Cloud-based Video Production Workflow Collaboration Application</b></p> <p>1. Background / Objectives.</p> <p>1.1. Application that enables cloud-based sharing of video production media and facilitating collection of comments and feedback to the production workflow.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are acceptable.</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity: 5 users.</p> <p>2.2. License type: Software subscription.</p> <p>2.3. Licensee Account Name: Advanced Science and Technology Institute.</p> <p>2.4. Subscription Period.</p> <p>2.4.1. Subscription period per license: 12 months maximum.</p> <p>2.4.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).</p> <p>2.4.3. Proposal should indicate cost of each license</p>	1	lot	115,000	115,000.00

	<p>(or will otherwise be computed based on total proposal amount).</p> <p>2.5. License Management.</p> <p>2.5.1. License(s) must be centrally deployed and assignable by DOST-ASTI to its personnel through an administrative account console.</p> <p>2.5.2. DOST-ASTI will provide administrative account details to the provider.</p> <p>2.5.3. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.</p> <p>2.6. Features.</p> <p>2.6.1. Cloud storage.</p> <p>2.6.1.1. Active storage: 500GB.</p> <p>2.6.1.2. Archival storage: 1TB.</p> <p>2.6.2. Unlimited projects.</p> <p>2.6.3. Review and approval tools.</p> <p>2.6.3.1. Centralized comments.</p> <p>2.6.3.2. Direct feedback on video frames, images, or sections of pdf files referenced.</p> <p>2.6.4. Unlimited sharing to reviewers.</p> <p>2.6.5. Integration to NLE and VFX applications (Adobe Premiere Pro, After Effects, Final Cut Pro, DaVinci Resolve, Avid Media Composer).</p> <p>2.6.6. Version management.</p> <p>2.6.7. 4K Ultra HD playback.</p> <p>2.6.8. Password-protected sharing.</p> <p>2.6.9. Custom presentations with branding.</p> <p>2.6.10. Private projects.</p> <p>2.6.11. Team-only comments.</p> <p>2.6.12. Share link expiration.</p> <p>2.6.13. Custom-branded emails.</p> <p>2.6.14. Operating System Compatibility.</p> <p>2.6.14.1. Windows.</p> <p>2.6.14.2. Mac OS.</p> <p>3. Warranty.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within 15 calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Bid price shall be inclusive of taxes, delivery charges, and all other related fees.</p> <p>4.3. Payment Terms: Prescribed government terms.</p>				
5	<p><b>Software License - Subscription - Cloud-based Video Project Library Hosting</b></p> <p>1. Background / Objectives.</p> <p>1.1. Cloud-based hosting of video editorial projects that would enable a non-linear workflow where a post-production team can work on the same projects simultaneously on-site and off-site.</p> <p>1.2. to manage organization-wide email signatures for branding, promotional, and marketing purposes.</p> <p>1.3. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.4. Offers of equivalent or better specifications are acceptable.</p> <p>2. Functional / Technical Specifications.</p> <p>2.1. Quantity: 1 license.</p>	1	lic.	6,000	6,000.00



2.2. License type: Software subscription.

2.3. Licensee Account Name: Advanced Science and Technology Institute.

2.4. Cloud-based video project library shall be natively compatible with existing post-production editorial application (Blackmagic Design DaVinci Resolve / DaVinci Resolve Studio).

2.5. Subscription Period.

2.5.1. Subscription period per license: 12 months maximum.

2.5.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).

2.5.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).

2.6. License Management.

2.6.1. DOST-ASTI shall provide administrative account details to the provider.

2.6.2. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.

2.7. Features.

2.7.1. Cloud-based hosting of video editing projects.

2.7.2. Cloud-based post-production editorial workflow.

2.7.3. Facility to create a cloud-based ID for team members that will enable them to access the cloud-based video project library.

2.7.4. Multiple user collaboration that would allow people able to work on the same video editing timeline.

2.7.5. Timeline compare tools allow review and merging of changes into a master timeline.

2.7.6. Media sharing and media sync with third-party cloud storage solutions (e.g., Dropbox) and/or network storage drives.

3. Warranty.

3.1. Access to version upgrades, new releases, bugfixes, and critical security patches must be made available during the duration of the subscription period.

4. Delivery and Payment.

4.1. License activation within Fifteen (15) calendar days from issuance of Notice to Proceed (NTP).

4.2. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.

4.3. Payment Terms: Prescribed government terms.

6	<p><b>Software License - Subscription - Email Signature Management Application</b></p> <p>1. Background / Objectives.</p> <p>1.1. Application to manage organization-wide email signatures for branding, promotional, and marketing purposes.</p> <p>1.2. Specifications stated herein are minimum requirements, unless otherwise stated.</p> <p>1.3. Offers of equivalent or better specifications are acceptable.</p>	1	lot	275,500	275,500.00
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2. Functional / Technical Specifications.

2.1. Quantity: 290 users.

2.2. License type: Software subscription.

2.3. Licensee Account Name: Advanced Science and Technology Institute.

2.4. License shall be natively compatible with existing email and productivity application platform (Microsoft 365).

2.4.1. Software company should be recognized as holding significant technical expertise in the development of reliable software solutions for Microsoft platforms.

2.5. Subscription Period.

2.5.1. Subscription period per license: 12 months maximum.

2.5.2. Actual contract and/or billing will be pro-rated monthly starting on actual license activation date and ending on account anniversary date (see License Management).

2.5.3. Proposal should indicate cost of each license (or will otherwise be computed based on total proposal amount).

2.6. License Management.

2.6.1. License(s) must be centrally deployed and assignable by DOST-ASTI to its personnel through an administrative account console.

2.6.2. DOST-ASTI shall provide administrative account details to the provider.

2.6.3. Account anniversary date is the date wherein the software subscription license period ends and would therein be the reckoning date for possible future renewal, or new/additional licenses, if any.

2.7. Features.

2.7.1. Centrally managed email signatures.

2.7.2. Control of Microsoft Office 365 email signatures.

2.7.3. Signatures added directly in Microsoft Outlook when composing an email.

2.7.4. Support for all email clients and mobile devices.

2.7.5. HTML signature template editor.

2.7.6. Secure and reliable.

2.7.7. Logos, banners, and social media buttons in email signatures.

2.7.8. Microsoft Azure Active Directory (AD) support.

2.7.9. Conditional Active Directory placeholders.

2.7.10. Microsoft Office 365 users' photos in signature.

2.7.11. Signatures in replies and forwards.

2.7.12. Graphics embedded in email.

2.7.13. One-click Customer Satisfaction (CSAT) surveys.

2.7.14. Email signature system facilitate marketing activities and tracking the results.

2.7.15. Automate email marketing campaigns.

2.7.16. View signatures while composing an email.

2.7.17. Email signatures in Sent Items.

2.7.18. Delegation of signature management rights.

2.7.19. Emails processed on Microsoft Azure servers.

2.7.20. Compliant with legal regulations.

2.7.21. Multiple region support.

	<p>2.7.22. Different signatures in new and subsequent emails.</p> <p>2.7.23. Signatures based on sender's properties.</p> <p>2.7.24. Centrally managed automatic replies.</p> <p>2.7.25. Quick meetings and meeting scheduling.</p> <p>3. Warranty.</p> <p>3.1. Access to version upgrades, new releases, bugfixes, and critical security patches must be made available during the duration of the subscription period.</p> <p>4. Delivery and Payment.</p> <p>4.1. License activation within Fifteen (15) calendar days from issuance of Notice to Proceed (NTP).</p> <p>4.2. Bid price shall be inclusive of all taxes, delivery, and all other related charges and fees.</p> <p>4.3. Payment Terms: Prescribed government terms.</p>				
7	<p><b>Software Subscription Service Renewal - One Year</b></p> <p>1. GENERAL</p> <p>1.1. The Advanced Science and Technology Institute (ASTI) seeks qualified and competent bidders for the renewal of one (1) lot of ASTI's existing CAD Simulation Tool License subscription service, particularly SOLIDWORKS premium.</p> <p>1.2. The above software subscription service renewal is necessary as the ROAMER has an existing CAD Simulation Tool License crucial for its research and development activities as it allows access to latest version/upgrade, enhancements, and full access to technical support to fully utilize the existing perpetual license.</p> <p>1.3. The procurement of SOLIDWORKS is pursuant to Section 18 of the 2016 revised IRR of RA No. 9184, which provides, "Reference to brand names shall not be allowed except for items or parts that are compatible with the existing fleet or equipment of the same make and brand, and to maintain the performance, functionality and useful life of the equipment."</p> <p>1.4. The contract's approved budget includes all applicable government taxes and services charges.</p> <p>1.5. Duration: One (1) year, including late renewal of four months.</p> <p>1.6. Serial number of license for renewal will be disclosed to the awarded bidder.</p> <p>1.7. Unless otherwise stated, the specifications written herein are of the minimum requirement. Offers with better specifications is preferred and accepted.</p> <p>2. FUNCTIONAL SPECIFICATIONS</p> <p>2.1. Immediate and exclusive access to all new SOLIDWORKS releases and upgrades, live technical support, products, extensive online resources, and enhancement request privileges.</p> <p>2.1.1. Automatically receive the latest versions of SOLIDWORKS software upon release.</p> <p>2.1.2. Full access to live technical support from local SOLIDWORKS value-added reseller.</p> <p>2.2. Access to privileged content on My.SolidWorks.com.</p> <p>2.3. Access to the latest 3D/2D software product plugins.</p> <p>2.4. Exclusive access to latest developments and select Service Packs.</p> <p>2.5. Access to the knowledge base with help documentation, tutorials, training videos, and</p>	1	lot	220,000	220,000.00

	<p>community support forums.</p> <p>2.6. One-day training for the latest version/update.</p> <p><b>3. TECHNICAL SUPPORT SERVICE</b></p> <p>3.1. Technical support service must be available nine (9) hours per day, Monday to Friday (including holidays), 9-6 PM Philippines Standard Time (UTC+8) during business hours.</p> <p>3.2. End-user must request technical support by phone, email, or through a website.</p> <p>3.3. Response Time: Eight (8) business hours and updates every five (5) business days for high severity issues that incur serious degradation to application performance or functionality.</p> <p><b>4. WARRANTY</b></p> <p>4.1. Access to software features supports, version upgrades, new releases, bug fixes, and critical security patches must be made available for one (1) year from the date of renewal, including late renewal.</p> <p><b>5. DELIVERY AND PAYMENT</b></p> <p>5.1. The Bidder should deliver the installation credentials for subscription renewal via media kit (USB flash drive), five (5) working days upon issuance of Notice to Proceed.</p>				
8	<p><b>One (1) year subscription to issue tracking and agile project management tool (50 users)</b></p> <p><b>1. GENERAL STATEMENT / BACKGROUND /</b></p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent bidders for the Supply and Delivery of One (1) year subscription to a cloud-based project management tool</p> <p>1.1.1. Migration of existing JIRA projects to the JIRA cloud which can be used simultaneously by 50 users.</p> <p>1.1.2 On top of the existing DOST-ASTI's number of JIRA users, should be able to cover fifty (50) more users</p> <p>1.1.2. Number of users: Fifty (50) users</p> <p>1.1.3. Users will be added to the existing JIRA cloud instance of DOST-ASTI</p> <p>1.2. With an allotment of at least 250 GB of storage</p> <p>1.3 Subscription period is twelve (12) months</p> <p>1.4 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.5 The specifications written herein are of minimum requirements unless otherwise stated</p> <p><b>2. FUNCTIONAL AND TECHNICAL SPECIFICATIONS</b></p> <p>2.1. Has pre-defined workflows suitable for software development projects but also allows custom workflows</p> <p>2.2. With Scrum and Kanban dashboards but also offers customized dashboards</p> <p>2.3. Able to track the progress of projects</p> <p>2.4. Has extensive reporting feature to check the progress of projects and sprints</p> <p>2.5. With a powerful search engine to easily search for issues/tickets</p> <p>2.6. Accessible via computer and mobile devices</p> <p>2.7. Has access to plug-and-play add-ons i.e., development tools, can integrate with other software development tools such as test case managers</p> <p><b>3. AFTERSALES/TECHNICAL SUPPORT SERVICE</b></p> <p>3.1. Should provide assistance in migrating the existing JIRA database to the cloud-based platform</p>	1	lot	370,000	370,000.00

	<p>3.2. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Serious degradation - 6 business hrs; Moderate impact - 1 business day; Low impact -1-2 business days</p> <p>3.3. End-user must be able to request technical support by phone, email, or through a website</p> <p>3.4. With readily accessible documentations/instruction manuals</p> <p>4. WARRANTY SERVICE</p> <p>4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription</p> <p>5. PAYMENT AND DELIVERY TERMS</p> <p>5.1 Subscription should be activated within fifteen (15) calendar days upon issuance of Notice to Proceed (NTP).</p> <p>5.2. Payment shall be made only upon certification/acceptance by the End User to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract.</p>				
9	<p><b>One (1) year subscription to web-based test case management software (7 users)</b></p> <p>1. GENERAL STATEMENT / BACKGROUND /</p> <p>1.1 The Advanced Science and Technology Institute is seeking qualified and competent bidders for the Supply and Delivery of One (1) year subscription to web-based test case management software</p> <p>1.1.1 Extension of DOST-ASTI's existing Testrail subscription under the domain dostasti.testrail.io</p> <p>1.1.2 On top of the existing DOST-ASTI's number of Testrail users, should be able to cover seven (7) or more users</p> <p>1.1.3 Number of users: Min seven (7) users and max (10) users</p> <p>1.2 Subscription period is twelve (12) months</p> <p>1.3 With a minimum of 50GB of storage</p> <p>1.4 The approved budget for the contract is inclusive of all applicable government taxes and service charges</p> <p>1.5 The technical specifications indicated herein are a minimum requirement unless otherwise specified</p> <p>2. FUNCTIONAL AND TECHNICAL SPECIFICATIONS</p> <p>"2.1 Should allow to easily organize test suites, sections, and cases</p> <p>2.2 Can organize your test cases in suites and section hierarchies.</p> <p>2.3 Should have full test case history to track changes and ensure transparency.</p> <p>2.4 Should have baselines for multiple branches and versions when you need it.</p> <p>2.5 Should allow test run execution and real-time results tracking</p> <p>2.6 Can organize your test runs in plans to track results for sprints and iterations.</p> <p>2.7 Can easily track tests for mobile devices, browsers, OS combinations, and more.</p> <p>2.8 Configurations let you verify tests against any platform or environment.</p>	1	lot	320,000	320,000.00

2.9 Should have built-in, actionable, real-time reporting and metrics  
 2.10 Should allow seamless integration with Jira and dozens of other tools  
 2.11 Should allow test assignment and email notifications  
 2.12 Should have flexible user roles, groups, permissions, and workflows  
 2.13 Can integrate with other software development platforms such as issue-ticketing tools

**3. AFTERSALES/TECHNICAL SUPPORT SERVICE**

3.1. Should provide assistance in migrating the existing JIRA database to the cloud-based platform  
 3.2. Technical support should be available at least 8 hrs from Monday to Friday and has the following response time: Application is down - 2 business hrs; Serious degradation - 6 business hrs; Moderate impact - 1 business day; Low impact -1-2 business days  
 3.3. End-user must be able to request technical support by phone, email, or through a website  
 3.4. With readily accessible documentation/instruction manuals

**4. WARRANTY SERVICE**

4.1. Access to version upgrades, new releases, bug fixes, and critical security patches, if any, must be made available during the duration of the subscription

**5. PAYMENT AND DELIVERY TERMS**

5.1 Subscription should be activated within fifteen (15) calendar days upon issuance of Notice to Proceed (NTP).  
 5.2. Payment shall be made only upon certification/acceptance by the End User to the effect that the Goods have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted. No payment shall be made for services not yet rendered or for supplies and materials not yet delivered under this Contract.

**TOTAL APPROVED BUDGET FOR THE CONTRACT (ABC):**

**Php 1,948,500.00**

**RESERVATION CLASE**

The Advanced Science and Technology Institute reserves the right to accept or reject any proposal, to annul the bidding process, and to reject all proposals at any time prior to contract award, without thereby incurring any liability to the affected proponent or proponents.

